

# Cabinet for Health and Family Services **Division of Kentucky Electronic Health Information**

Policies for the Operation of the Kentucky Health Information Exchange

## **TABLE OF CONTENTS**

#### **INTRODUCTION**

### **CATEGORY: PARTICIPANT OBLIGATIONS**

POLICY 001: COMPLIANCE WITH LAW AND POLICY

POLICY 002: NOTICE OF PRIVACY PRACTICES

POLICY 003: PERMITTED USE OF DATA

POLICY 004: DATA EXCHANGE AND DATA SUBMISSION

POLICY 005: DATA PROVIDED

POLICY 006: PRIVACY, SECURITY AND ACCURACY

POLICY 006.1: DIRECT SECURE EMAIL AND PATIENT PORTAL TRUSTED REGISTED

**AGENTS** 

POLICY 007: KHIE COMMUNITY VIRTUAL HEALTH RECORD ACCESS POLICY 007.1: ADD OR DISABLE A USER NAME OR RESET PASSWORDS POLICY 007.2: WEB SERVICES ACCESS FOR SUBSTANCE ABUSE AND

ALCOHOL ABUSE RECORDS

#### CATEGORY: DIVISION of KENTUCKY ELECTRONIC HEALTH INFORMATION

POLICY 008: USE AND DISCLOSURE OF INFORMATION

POLICY 009: USE OF DATA-AUDIT LOGS

POLICY 09.1: USER AUTHENTICATION AND AUDIT

POLICY 010: MAINTENANCE AND TRANSFER OF KHIE FILES

POLICY 011: OFFSITE ACCESS TO KHIE FILES

POLICY 012: HELP DESK RESPONSE TIMES AND PROBLEM

RESOLUTION

POLICY 013: SYSTEM DOWNTIME-SCHEDULED AND UNSCHEDULED

POLICY 014: DISASTER RECOVERY PLANNING

POLICY 015: NOTICE OF PRIVACY BREACH

POLICY 016: EMPLOYEE AND CONTRACTOR ACCESS TO PROTECTED

**HEALTH INFORMATION** 

POLICY 016.1 THE DIVISION of KENTUCKY ELECTRONIC HEALTH INFORMATION, KHIE EMPLOYEE and CONTRACTOR ACCESS to KHIE TEST and PRODUCTION ENVIRONMENTS